

F. IRG RECORD LAYOUT

This appendix displays the required data format for Interstate Roster and Referral Guide (IRG) Federal Information Processing Standards (FIPS) records that are retrieved from the IRG server and sent to state CSE systems.

Chart F-1 describes each field in the FIPS records retrieved from the IRG. The values in the Type column stand for alphabetic, numeric, or alphanumeric. The description column provides an explanation of the contents of the field and its relationship to other fields or records.

Records with an ADDRESS TYPE 1 of FED are not included in the files transferred to the state CSE systems. IRG information is available at the following Web site:

<http://ocse3.acf.hhs.gov/ext/irg/sps/selectastate.cfm>.

CHART F-1: IRG RECORD LAYOUT				
Label Fields	Position in Record	Length	Type	Description
Address Type 1	1-3	3	A	Type of Address STA – State LOC – County/Local FED – Federal INT – International
Address Type 2	4-6	3	A	Type of Address Address Type 1 LOC AGO – Attorney General CEI – Child Support Office XVIII CEL – Child Support Office XI CET – Child Support Office VIII CFO – Child Support Office IV CFR – Child Support Office XIV CFT – Child Support Office XV CFV – Child Support Office V CHC – Chancery Court CLC – Clerk of the Court CNI – Child Support Office XIX CNN – Child Support Office IX COL – Collection CON – Child Support Office I CSE – Child Support Office XVII CST – Child Support Office XVI CSV – Child Support Office VII CSX – Child Support Office VI

CHART F-1: IRG RECORD LAYOUT				
Label Fields	Position in Record	Length	Type	Description
				CTC – Circuit Court CTH – Child Support Office III CTN – Child Support Office X CTR – Child Support Office XIII CTV – Child Support Office XII CTW – Child Support Office II CTY – Child Support Office XX DAO – District Attorney DTC – District Court FAC – Family Court FCC – Family Court Commissioner FRC – Friends of the Court JDR – Juvenile and Domestic PAO – Prosecuting Attorney Relations Court RES – Responding SPO – State Prosecutor SUP – Superior Courts TLC – Tribal Court Address Type 1 STA AIP – Automated Interstate Case Payment Requests AIS – Automated Interstate Case Status Requests BVS – Bureau of Vital Statistics CDC – Collection and Distribution Contact CEJ – Continuing Exclusive Jurisdiction Contact CNT – CSENet Contact COC – Copy of Order Contact CRG – Central Registry Contact EAC – Employer Assistance Contact EFT – Electronic Funds Transfer Contact EIW – Employer Income Withholding Contact

CHART F-1: IRG RECORD LAYOUT				
Label Fields	Position in Record	Length	Type	Description
				FDM – Financial Institution Data Match Contact GCL – Guidelines Calculations Contact GTI – Genetic Testing and Interstate Teleconferencing Contact IPC – Interstate Policy Contact IRG – Interstate Roster and Referral Guide Contact IVD – State IV-D Director NHR – New Hire Reporting Contact NVD – Non IV-D Contact PAF – Paternity Acknowledgement Forms Contact PAT – Paternity Acknowledgement Copies Contact PDC – Passport Denial Contact PFR – Putative Father Registry PRC – Privatization Contact PRW – PRWORA-Administrative Policies, Procedures Contact PYR – Payment Records Contact RET – Regional Office VIII RFO – Regional Office IV RFV – Regional Office V RNN – Regional Office IX RON – Regional Office I RSV – Regional Office VII RSX – Regional Office VI RTH – Regional Office III RTN – Regional Office X RTW – Regional Office II SDU – State Disbursement Unit SLA – State Long Arm Statute and Process Contact SLC – State Lien Contact SPA – State Paternity Acknowledgement Hospital Contact

CHART F-1: IRG RECORD LAYOUT				
Label Fields	Position in Record	Length	Type	Description
				SPC – Service of Process Contact SPL – State Parent Locator Service TOC – Tax Offset Coordinator UCW – Unemployment Compensation Withholding WCW – Workers Compensation Withholding Address Type 1 FED CEN – OCSE Central Office REG – OCSE Region Address Type 1 INT FRC – Foreign Country
State Code or Country	7-8	2	A/N	State, Territory Code or Country (e.g., 04 or RP)
County Code (Local Code) International City or Province	9-11	3	A/N	County FIPS Code (e.g., 000) International City or Province (e.g., 0D9 or space out the first '0' as a place- holder).
State Extension Code (Sub Local Code) or International ID	12-13	2	N	Assigned by State (e.g., 00) International ID is zero or space.
Department Name	14-48	35	A	Department Name
Title	49-83	35	A	Title
Street Address Line 1	84-118	35	A/N	First Line of Street Address
Street Address Line 2	119-153	35	A/N	Second Line of Street Address
City	154-183	30	A	Name of the City
State or Country	184-203	20	A	State Abbreviation or Country Name
Zip Code	204-212	9	N	U.S. Zip Code
Area Code	213-215	3	N	Telephone Area Code
Exchange	216-218	3	N	Telephone Exchange

CHART F-1: IRG RECORD LAYOUT				
Label Fields	Position in Record	Length	Type	Description
Sequence Number	219-222	4	N	Telephone Number
Extension Number	223-227	5	N	Telephone Extension
Action Code	228-228	1	A	A – Address added C – Address changed D – Address deleted
Facsimile	229-231	3	N	Facsimile Telephone Area Code
Facsimile Exchange 1	232-234	3	N	Facsimile Telephone Exchange
Facsimile Sequence Number	235-238	4	N	Facsimile Telephone Number
Record Date	239-246	8	N	System generated date when record is added, changed or deleted: CCYYMMDD
Filler	247-247	1	A/N	Filler

Notes:

Downloaded data that is marked as having been changed (designated by an Action Code of C in the 228th position) may not actually appear as changed. Not all data elements are downloaded, and the change may have occurred in one of the data elements that was not downloaded.